

EDUCATION AND TRAINING SCHOLARSHIP APPLICATION FORM



Scholarship Sponsor: World Plumbing Council

SUMMARY:

One time scholarship (grant) for an individual actively involved in their local plumbing industry, particularly in education and training, to travel to another country for the purpose of developing and contributing further plumbing industry knowledge.

The World Plumbing Council (WPC) wishes to promote and assist plumbing industry education and facilitate international recognition of plumbing competencies and standards. More specifically it wishes to:

- facilitate an exchange of people involved in the plumbing industry to expose them to different techniques, new innovations and training systems
- obtain information on the approach taken to the plumbing industry in different countries relative to the health and environmental aspects of plumbing
- stimulate interest in the plumbing industry
- recognize and promote innovative research
- provide an opportunity to live and work in the host country and therefore develop networks and increase global awareness of the contribution of plumbing to our society
- all to the benefit of the plumbing industry in the recipient's country of origin

Some broad types of activities that may be of interest include:

- Regulatory and technical training
- Identification of emerging training needs
- Training approaches in environmental sustainability issues, systems, etc
- The importance of water efficiency to the plumbing industry
- How plumbing training or lack of training affects public health

VALUE:

Up to a maximum of USD \$10,000.

APPLICATION DEADLINE:

22 September 2019 – Applications must be lodged with the secretariat (secretariat@worldplumbing.org) by this date.

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ELIGIBILITY REQUIREMENTS:

The successful candidate will need to demonstrate an active involvement in the plumbing industry in their own country, preferably in the field of plumbing training and education

REQUIREMENTS OVERVIEW (further details are provided on pages 8 and 9):

- You will need to fill out the attached application form and submit it to the WPC Secretariat
- Your application will need to include at least one reference and a letter of support (usually from your employer indicating their willingness to provide leave for travel if you are successful, but this is not compulsory)
- Applications must be in electronic format and submitted by email
- The WPC Executive Board will appoint a judging panel to assess all applications and make recommendations with an announcement of the successful applicant being made no later than **30 November 2019**
- Applicants will be required to provide two written reports of their study. The first being a short (500 words plus photos) Executive Summary for use as a communiqué to be provided to the WPC Secretariat within one month of the completion of the scholarship travel. The Final Report must be a minimum of 4000 words plus photos, charts, etc.

Some of the topics to be included in the report;

- What did you learn?
 - How do you expect to use what you learnt for the benefit of training in your home country?
 - Were you able to impart some of your training and education skills to your hosts? How did they benefit?
- Reimbursements will be provided to cover approved travel, accommodation, subsistence and incidental costs **supported by receipts** up to a maximum of US \$10,000
 - Applicants may be expected to attend industry meetings and participate in photographs and publicity for the program and sponsoring organizations
 - Successful applicants will be required to have completed their program and presented their **Final Report** no later than **31 October 2020**.

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APPLICATION FORM – PART A

PERSONAL DETAILS	
Full name (as per passport):	
Email address:	
Date of birth (DD/MM/YY):	
Place of birth (City, State or Province/ Country):	
Citizenship(s):	
Home telephone number (including country and area code):	
Mobile telephone number (including country and area code):	
Home mailing/postal address:	
Have you ever applied for a WPC scholarship before?	
Please provide details including year of application and whether you were successful	
How did you first learn about the WPC scholarship? (Eg. Colleague, internet search, WPC member, friend...)	
Is there any reason that you would not meet the Visa requirements to travel to the country of your choice?	
Do you have any disabilities that will need to be considered to ensure safe travel? If yes, please provide details	

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APPLICATION FORM – PART B

EMPLOYMENT DETAILS

Current occupation:

Company or Organisation name:

Company address:

Please list any previous employment below:

Dates (from/to)

Position/Title

Name and Address of employer

Please indicate if you are a member of any educational or professional associations:

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APPLICATION FORM – PART C

EDUCATION

Indicate your highest level of education completed and the date received:

(Middle School, High School, Certificate, Diploma, Degree, Higher degree)

Name your most significant publications/honors/awards/projects or other academic accomplishments:
(Use additional pages as necessary)

Please list all education:

Please list any relevant extracurricular activities:

Training and Educator Experience

Current subjects being taught	Teaching hours per week	Grade level of students	Ages of students	Number of students

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APPLICATION FORM – PART D

SCHOLARSHIP PROGRAMME

Please indicate your choice of country to visit for the scholarship including the reasons why you have chosen that country and what you intend to gain from visiting that country. (Please include as much detail as possible and use additional pages as necessary)

If you do not speak the language that is spoken in your destination country, please address how you will communicate when you are there.

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LIST OF ITEMS TO BE INCLUDED WITH THIS APPLICATION FORM

1. Photocopy or scan of photo page of your current passport
2. Your current CV/resume
3. At least one letter of reference and a letter of support along with any further written references that you believe will assist your application
4. A brief outline (itinerary) of the specific places that you would like to visit as part of the scholarship and people that you would like to meet along with your preferred dates of travel. Please see attached template 1.1

OBLIGATIONS OF SCHOLARSHIP RECIPIENT TO FULFILL THE TERMS OF THE SCHOLARSHIP

- Scholarship recipient must take steps to find out what is necessary to secure a visa for their visit.
- The recipient should contact the WPC Secretariat by email to request any documentation that will assist their visa application and their planning.
- The recipient will research the flights or other travel that will take them to their destination and provide details of their preferred flights to the Secretariat. Note: Flights shall only be purchased following a successful visa application
- Prior to travel, the recipient must provide a detailed (day-by-day) itinerary (template 1.1) to the WPC secretariat, preferably one month prior to travel. Where possible, the recipient should complete this together with contacts from the host country. The WPC Secretariat will assist where possible.
- The recipient must provide bank account details to the WPC Secretariat so that the expenses reimbursements can be deposited directly.
- The recipient must provide clear copies of all scholarship related expense receipts and complete the expenses spreadsheet (template 1.2). The receipts should be numbered to correspond with the numbered line item on the spreadsheet. The WPC Secretariat can provide examples.
- Within one month of the end of the trip, the recipient must provide an Executive Summary of 500 words or less plus at least three photos.
- The Final Report including photos, charts etc. must be submitted to the WPC Secretariat by 31 October 2020
- The scholarship recipient is thereafter expected to promote the WPC scholarship where possible when requested, such as in interviews, speaking engagements etc.

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WHAT IS COVERED (WHAT WILL BE REIMBURSED)?

- Visa application cost
- Travel insurance
- All travel costs to get to, from and within your destination country such as flights, train tickets, taxi's etc.
- Any costs associated with visiting or taking part in scholarship related activities/training
- All accommodation expenses (hotels during your stay)
- All daily expenses (meals, drinks, snacks). These expenses should be reasonable.
- Laundry
- Sightseeing/tourist activities – within reason
- Interpreters

WHAT IS NOT COVERED (WHAT WILL NOT BE REIMBURSED)?

- Passport application cost
- Cost of memberships to professional bodies
- Personal expenses such as gift shopping, souvenirs, haircuts or clothing
- Expenses for any person accompanying the recipient. Please advise if you will be accompanied on your trip

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TERMS OF AGREEMENT IF SELECTED AS THE SCHOLARSHIP RECIPIENT

1. I agree to observe and obey the laws of the country in which I will be staying
2. Upon request, I will have a complete physical examination and will submit a physician's "Report of Medical Examination". I will also submit a "Statement of Health for Dependents" report from a physician for all who accompany me. All medical examinations will be at my expense. In addition, I guarantee that I and anyone accompanying me will have comprehensive medical insurance sufficient to cover any major medical contingency, which may occur while abroad
3. I am aware that any travel before a scholarship has been awarded is not reimbursable
4. I will attend all orientation activities if requested
5. If selected for the scholarship, I will complete my assignment in the country nominated (changes may be permitted on a case-by-case basis and must be approved by the administering organization (WPC). I will return to my normal role following the trip unless my normal employer authorizes an extension of my leave
6. I will accept no employment other than my scholarship position during my stay abroad, unless approved in writing by the administering organization (WPC)
7. I understand that reimbursement of expenses is solely for the scholarship recipient and does not extend to expenses of any accompanying persons and that receipts must be provided for all expenses claimed
8. I understand that up to US \$10,000 is available to cover the expenses of the scholarship, but that reimbursement is provided for reasonable costs only (The aim of the Scholarship is not about spending the entire amount)
9. In the event that the scholarship recipient travels to a non-English speaking country, the recipient must endeavor to provide a reasonable level of detail in their expenses spreadsheet for each receipt provided
10. I am aware that, should the scholarship be terminated as a result of my inability to fulfill the obligations, I may be asked to reimburse funds expended
11. I agree that I will complete my program by 31 July 2020 unless otherwise approved in writing by the administering organization (WPC)
12. I agree that I will provide the Final Report by 31 October 2020 unless otherwise approved in writing by the administering organization (WPC)
13. I am aware that none of the following will be liable for any claim or claims resulting from any aspect of my participation in, or failure to complete the program outlined in the grant: the World Plumbing Council or its members, and any other organization or person participating in the program.

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I certify that I have read and understand the “Terms of Agreement” and that the information provided in this application is, to the best of my knowledge, true and correct.

I am aware that a false statement may be grounds for non-selection or termination of my grant. My signature confirms that I will abide by the “Terms of Agreement” if selected for program participation.

NAME OF APPLICANT IN FULL (AS PER PASSPORT):

SIGNATURE:

DATE:
